

FROM:
DEPARTMENT OF FIRE AND SAFETY SERVICES
Timothy K. Fuller, Fire Chief

DIVISION OF FIRE PREVENTION
Steven Zaccard, Fire Marshal



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CODE ENFORCEMENT POLICY #3-8

September 1, 1991

TO: All Inspection Staff

FROM: Steve Zaccard, Fire Marshal

SUBJECT: ROOMING HOUSE, BOARDING HOUSE AND DORMITORY
LICENSE REQUIREMENTS

CODE REFERENCE: Saint Paul Legislative Code 321.02

"THIS POLICY IS TO SERVE AS A GUIDE FOR YOUR ENFORCEMENT. EXCEPTIONS TO THIS POLICY SHALL BE APPROVED BY THE FIRE MARSHAL THROUGH YOUR SUPERVISOR."

Licenses are required to operate rooming houses, boarding houses, rooming and boarding house combinations, rooming units, dormitories, and supervised versions of all of the above (see attached list of definitions, Saint Paul Legislative Code 321.01).

Exception: Sect.321.02 - No license shall be required for a college dormitory operated by a college or university in accordance with regulations officially declared by the school (see attached definition of college dormitory).

Rooming and/or Boarding houses will be inspected every two (2) years for the Certificate of Occupancy and the license will be approved yearly based on that inspection. The Health Department will inspect the occupancies yearly except for boarding facilities which they will inspect twice a year.

cc: Gary Trudeau
Terry Iverson

Issued: 10/2/85 Latest Revision: 9/1/91